

IOWA DEPARTMENT OF TRANSPORTATION
FISCAL YEAR 2002
REPORT OF SAVINGS BY USING VIDEOCONFERENCING
THROUGH IOWA COMMUNICATIONS NETWORK
TO THE IOWA GENERAL ASSEMBLY

Pursuant to Chapter II 84
Acts and Joint Resolutions
enacted at the
1994 Regular Session
of the 75th General Assembly
of the State of Iowa

Code Section 8D.10
Report of Savings by State Agencies

December 2002

Introduction and Summary

Iowa Code Section 8D.10 requires that certain state agencies prepare an annual report to the General Assembly certifying the identified savings associated with that state agency's use of the Iowa Communications Network (ICN).

This report covers estimated cost savings related to video conferencing via ICN for the Iowa Department of Transportation (DOT).

In FY 2002, the DOT had one video conference utilizing the ICN video conferencing system and the conference resulted in \$58 in estimated savings to the DOT.

DOT Video Conferences

The DOT has frequent internal videoconferences utilizing seven videoconference sites located at five of the six DOT district offices, the DOT administration building in Ames, and the DOT office at Park Fair Mall in Des Moines. Each year DOT staff may utilize the ICN classroom video sites or utilize the ICN network for video conferences requiring more space or for conferences at locations where the DOT does not have video facilities.

In FY 2002, the DOT established one video conference session with the ICN. The estimated cost savings from use of the ICN results from applying estimates to savings in staff time and travel expenses (meals and mileage). Other added benefits of video conferencing not included in the cost estimates are:

- broader participation by more people allowing for enhanced input and discussion;
- more timely information-sharing;
- fuller, more productive participation through visual sharing not offered by telephone conferences;
- closer, more productive relationship between central office and geographically dispersed work units; and
- ability to videotape meetings to share with others or keep as historical record.

Video Conferencing Costs

The DOT reimburses the ICN for a video conference session when the DOT is the scheduling agency, or if there are special requirements such as the use of an ICN classroom. DOT is not billed for ICN video conference sessions if the session was scheduled by another agency. For the one ICN video conference session scheduled by the DOT, the DOT paid the ICN \$405.

DOT Cost Savings in FY 2002

The following chart details the cost savings estimated for DOT use of ICN video conferencing in FY 2002:

Number of video conferences held	1
Number of non-DOT participants	500
Number of DOT participants	1
Travel miles avoided (estimated using map mileage)	605
Vehicle cost savings (@ 22 cents per mile)	\$ 133
Meal cost savings	\$ 30
Travel time savings (@ \$30 per hour)	<u>\$ 300</u>
Total estimated savings	\$ 463
Less direct cost of using ICN	<u>\$ 405</u>
Net savings for FY 2002	\$ 58

This savings applies only to DOT staff. Any cost savings accrued to non-DOT staff are not included in these estimates.

Assumptions used for cost savings computation

Estimate amounts are based on the following:

- meetings would be held at the DOT host site;
- at least one participant from each site would have traveled to the host site;
- DOT cost savings for mileage are based on miles avoided times state car rate of 22 cents per mile;
- distances are calculated using Iowa Transportation Map distances between cities; and
- productivity gain is calculated on travel time avoided multiplied by an hourly rate, excluding fringe cost, of \$30, which is a rounded amount for transportation engineers at a pay grade 32 in FY 2002.